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The OPR for this supplement is HQ AFSPC/LCMW (CMSgt Don M. Schwandt). This supplement supersedes AFI21-204-AFSPC SUP1, 3 May 99. This supplement implements and extends the guidance of Air Force Instruction (AFI) 21-204, **Nuclear Weapons Procedures**, 17 Feb 04. The AFI is published word-for-word without editorial review. This supplement describes AFSPC's procedures for use in conjunction with basic AFI. It applies to all units with a mission involving Air Force Intercontinental Ballistic Missile (ICBM) maintenance, handling and accountability of nuclear weapons, Joint Test Assemblies (JTA) or certified weapon critical components. It gives procedures for maintenance and personnel certification on nuclear weapons, logistic movement of nuclear munitions and accountability. It does not apply to the Air Force Reserve Command nor Air National Guard units. Changes to the procedures in this publication are not authorized without approval of HQ AFSPC/LCMW. The reporting requirements in this AFI are exempt from licensing in accordance with AFI 33-324, para 2.11.10, **The Information Collections and Reports Management Program Controlling Internal, Public, and Interagency Air Force Information Collections**. Submit recommendations for improvements and/or changes in writing to HQ AFSPC/LCMW, 150 Vandenberg St., Ste 1105, Peterson AFB CO 80914-4470. HQ AFSPC/LCMW must approve any local supplements to AFI 21-204 prior to publication.

SUMMARY OF REVISIONS

This supplement has been completely revised and must be reviewed in its entirety. It provides major rewrite and reorganization and has added management functions at MAJCOM, group and squadron level. Establishes specific direction for 576FLTS, Vandenberg AFB CA. Requires development of a projected 48-month maintenance schedule. Establishes system spare requirements. Electronic process for build up sheet is established. Additional In-Process inspections procedures added. Clarifies absence of technical data for abnormalities, failed component tests, and inspection criteria. Establishes HQ AFSPC/LCMW as responsible for technically qualified guidance for command munitions. Provides direction for maintenance of Massive Modular Blocks. Administrative changes such as address changes, office symbols and paragraph references. (**NOTE:** Paragraphs annotated with an (M) are applicable to all units including 5

MUNS at Minot AFB and paragraphs annotated with an (V) are exempt for 576 FLTS at Vandenberg AFB.)

1.3.4.5.1. (Added) HQ AFSPC/LCMW provides munitions maintenance policy and guidance to ICBM and space lift units to ensure the highest levels of safety, surety, combat capability, logistics readiness, and accountability.

1.3.4.5.2. (Added) HQ AFSPC/LCMW manages the US ICBM nuclear weapons stockpile from cradle to grave.

1.3.4.5.3. (Added) HQ AFSPC/LCMW provides functional management for all munitions maintenance Air Force Specialty Codes (AFSCs) by ensuring all units are optimally manned in accordance with Air Force manpower directives.

1.3.4.5.4. (Added) HQ AFSPC/LCMW acts as the liaison between Nuclear Weapons Directorate (NWD) and the unit for issues requiring support from Department of Energy (DOE) and acts as liaison between units and DOD Agencies, ICBM System Program Office (SPO) and Air Force Agencies. HQ AFSPC/LCMW provides current information to all planning agencies as to weapon availability, compatibility and capability.

1.3.4.5.5. (Added) HQ AFSPC/LCMW oversees munitions modification programs, system conversions, new deployments and any resultant redistribution of weapons.

1.3.4.5.6. (Added) HQ AFSPC/LCMW will attend the annual 2W Utilization & Training Workshop (U&TW) and provide inputs to AETC in developing/updating Career Field Education and Training Plan (CFETP), Career Development Courses (CDC) and course training standards for formal courses.

1.3.4.5.7. (Added) HQ AFSPC/LCMW prepares the monthly Nuclear Ordnance Shipping Schedules (NOSS) to direct weapon movement in support of the operational requirements, safety, security and maintenance directives.

1.3.4.5.8. (Added) HQ AFSPC/LCMW monitors and evaluates Nuclear Weapons Reporting (NUREP) input to DoD nuclear weapon stockpile database systems to ensure MAJCOM compliance with CJCSM policy and guidance.

1.3.4.5.9. (Added) HQ AFSPC/LCMW executes MAJCOM actions required to participate in and support Stockpile Emergency Verification (SEV) plans.

1.3.4.5.10. (Added) HQ AFSPC/LCMW ensures weapon and equipment resources are managed to comply with operational testing, DOE Quality Assurance and Reliability Testing and all Air Force testing programs.

1.3.4.5.11. (Added) HQ AFSPC/LCMW reviews and/or authors MAJCOM directives detailing munitions operations and requirements.

1.3.4.5.12. (Added) HQ AFSPC/LCMW writes nuclear inspection guides and criteria for the Field Units and Inspector General team.

1.3.4.5.13. (Added) HQ AFSPC/LCMW manages munitions technical data and Joint Nuclear Weapons Publications (JNWPS) for the command and maintains Technical Order Distribution Office (TODO).

1.3.4.5.14. (Added) HQ AFSPC/LCMW acts as the liaison between units, 20th Air Force, Defense Threat Reduction Agency (DTRA), DOE, NWD, 595 Space Group (SG) and the ICBM SPO on issues dealing with technical data waivers, to include the Force Development Evaluation (FDE) test program.

1.3.4.5.15. (Added) HQ AFSPC/LCMW negotiates and allocates number of quotas for training courses dealing with munitions.

1.3.4.5.16. (Added) HQ AFSPC/LCMW coordinates maintenance assist requests from field units with Depot IAW Technical Order (T.O) 00-25-107, *Maintenance Assistance*.

1.3.4.5.17. (Added) HQ AFSPC/LCMW oversees all validation and verification of new technical data procedures dealing with munitions technical data and JNWPS for the command.

1.3.4.5.18. (Added) HQ AFSPC/LCMW validates AFTO Form 22, Technical Order tm Change Recommendation and Reply for Minuteman (MM) and Peacekeeper (PK) munitions technical data and JNWPS for the command.

1.3.4.5.19. (Added) HQ AFSPC/LCMW coordinates T.O. requirements and changes in acquisition and modification programs.

1.3.4.5.20. (Added) HQ AFSPC/LCMW verifies integration of changes to technical data with weapon system operation and reviews changes for accuracy.

1.3.4.5.21. (Added) MAJCOM administration duties for the Munitions Standardization Evaluation Program (MUSEP) program are delegated to HQ 20th AF. Units may request MAJCOM Staff Assistance Visit (SAV). 20th AF provides evaluation program standardization and oversight to ICBM units through the Combat Capability Assessment (CCA) and ICBM Center for Excellence.

1.3.4.5.22. (Added) HQ AFSPC/LCMW tasks 20th AF/LG as needed.

1.4. **General Responsibilities.** This paragraph outlines specific maintenance responsibilities. Due to diversity of maintenance structures, responsibilities are assigned at the appropriate level as applicable. The levels are in descending order and represent levels of assignment.

1.4.1. **Maintenance Group Commander (For 576 FLTS, the 595 SG/CD OL-A):** Provides maximum war fighting capability to the Wing CC. Manages workload of maintenance complex and ensures safety, security and technical order compliance is strictly followed. The Group Commander allocates maintenance resources to meet the mission requirements. They will ensure the maintenance organization is not overly tasked with base detail augmentation. The relationship between maintenance capability and the successful accomplishment of the mission needs to be clearly understood.

1.4.1.3. For AFSPC nuclear munitions activities; the wing commander having custodial responsibility for assigned nuclear weapons is the appointing official, appointment is made on behalf of the Commander, Air Force Space Command, AFSPC. For the 576 FLTS the 595 SG/CD OL-A is the appointing official.

1.4.1.6. (Added) Develop a munitions facility plan specifying maintenance, upgrade and replacement projects and major impact programs, i.e., new construction, impacts on Lightning Protection System (LPS), nuclear surety and future systems for all munitions facilities. This plan should meet current/future missions and personnel quality of life issues. Facility plan will be presented to the Wing Facility Board. Provide this information to AFSPC/LCMW for funding assistance.

1.4.1.7. (Added) Ensure the contracted publication library or publication sets, including technical orders are established/maintained for 11N and non-11N technical orders.

1.4.1.8. (Added) Establish a compliance-structured self-inspection program for nuclear munitions.

1.4.1.9. (Added) Ensure all 2W2s assigned to maintenance are used to accomplish critical operational nuclear or flight test maintenance tasks, before being considered to augment daily taskings of other base units of agencies outside normal AFSC duties.

1.4.1.10. (Added) Approve depot-level assistance requests for nuclear maintenance (TO 00-25-107) as applicable prior to submission to HQ AFSPC/LCMW.

1.4.1.11. (Added) Ensure Weapon Storage Area/Munitions Storage Area (WSA/MSA) adverse weather procedures exist for protecting assets and associated equipment.

1.4.1.12. (Added) Oversees the development and publication of all nuclear maintenance-related Operating Instructions (OIs).

1.4.1.13. (Added) Highly recommend all Bay Chiefs and Team Chiefs be afforded an opportunity to attend the Nuclear Weapons Maintenance Training (NWT402) course at Sandia National Laboratories.

1.4.1.14. (Added) Ensures Squadron CC/Supervision maintains a Special Certification Roster IAW AFI 21-101, *Aerospace Equipment Maintenance Management*.

1.4.1.15. (Added) Exercises overall responsibility for rotating 2W2 personnel (i.e. Quality Assurance (QA), Safety), as necessary, to enhance mission effectiveness and develop individual experience and knowledge.

1.4.2. **Squadron Commander.** Squadron commander is responsible for nuclear maintenance. The relationship between maintenance capability and the successful accomplishment of the mission needs to be clearly understood. The squadron/CC:

1.4.2.5. (M) Ensure Munitions Control has communications capability to carry out its function, to include access to Classified Defense Messaging Service (DMS) and Unclassified DMS within the WSA.

1.4.2.14. (Added) Develop a facility plan specifying maintenance, upgrade and replacement projects and major impact programs, i.e., new construction, impacts on LPS, nuclear surety and future systems, for munitions facilities. This plan should meet current/future missions and personnel quality of life issues. Facility plan will be presented to the Wing Facility Board. Provide this information to AFSPC/LCMW for funding assistance.

1.4.2.15. (Added) Quarterly, the Squadron Commander will coordinate with the MXG/CC, and prioritize nuclear maintenance facility work orders. For Vandenberg, the Squadron Commander will coordinate with the 595 SG/CD OL-A, for munitions maintenance facility workorders.

1.4.2.16. (Added) Ensures plans, scheduling, and documentation responsibilities for all nuclear weapons, handling equipment, test equipment, etc... are accomplished.

1.4.2.17. (Added) The Squadron/CC has overall responsibility for the training of maintenance personnel. Ensures the squadron develops an effective nuclear maintenance training program to include adequate personnel and equipment.

1.4.2.18. (Added) Ensure squadrons comply with provisions in AFI 10-201, *Status of Resources and Training Systems*.

1.4.2.19. (Added) Ensure effective management of the Squadron's nuclear maintenance training program IAW AFI 36-2201, *Developing, Managing and Conducting Training*.

1.4.2.20. (Added) Ensures compliance with Tool and Equipment Management procedures as outlined in Chapter 13 of AFI 21-101, with the exception of aircraft, load crew and flightline specific entries.

- 1.4.2.21. (Added) Approve user identified test measurement and diagnostic equipment (TMDE) "priority" listing for nuclear weapons maintenance.
- 1.4.2.22. (Added) Ensure nuclear weapons maintenance personnel comply with all applicable Air Force Occupational Safety and Health (AFOSH) standards.
- 1.4.2.23. (Added) Designate an individual as a focal point for waste management IAW Para. 4.3, of AFI 21-204, Nuclear *Weapons Procedures*.
- 1.4.2.24. (Added) Ensure organizational compliance with all Federal, State and local laws pertaining to environmental regulations and pollution prevention.
- 1.4.2.25. (Added) Ensure WSA/MSA adverse weather procedures exist for protecting assets and associated equipment.
- 1.4.2.26. (Added) Ensure a compliance-structured self-inspection program is established.
- 1.4.2.27. (Added) Enforce the nuclear surety program.
- 1.4.2.28. (Added) Ensure review of munitions-related QA reports for trends.
- 1.4.2.29. (Added) Ensures munitions supervision maintains and manages a Special Certification Roster IAW Chapter 18 of AFI 21-101.
- 1.4.3.3. A Special Certification Roster is required. Manages and maintains the Special Certification Roster IAW Chapter 18 of AFI 21-101.
- 1.4.3.5. Notify HQ AFSPC/LCMW when capability to accomplish weapons mission becomes adversely affected. Spares will be maintained IAW paragraph 1.5.2.1. this supplement.
- 1.4.3.7. Ensure munitions team using vehicles, to include forklifts, to transport munitions, maintain radio contact with munitions control.
- 1.4.3.9. An In-Process Inspection (IPI) program is required, and in addition to the requirements in AFI 21-101, will be administered IAW paragraph 4.1.12. of this supplement.
- 1.4.3.11. All certifying officials will be appointed in writing. This includes QA certifying officials.
- 1.4.3.20. (Added) Ensures compliance with Tool and Equipment Management procedures as outlined in Chapter 13 of AFI 21-101, with the exception of aircraft, load crew and flightline specific entries.
- 1.4.3.21. (Added) Ensure supervisors enforce the requirements in Air Force Manual (AFMAN) 91-201, ***Explosives Safety Standards***.
- 1.4.3.22. (Added) Inform the squadron commander of imbalances between authorizations and number of personnel assigned or between authorized and assigned skill levels or grades.
- 1.4.3.23. (Added) Ensures sufficient computer systems to meet mission and daily requirements are assigned to support network interface with all weapons sections, automated training systems and other agencies, *exception* DTRA DIAMONDS provided equipment.
- 1.4.3.24. (Added) Is responsible for flight manning.
- 1.4.3.25. (Added) Ensure the Unit Manning Document (UMD)/Unit Manning Personnel Roster (UMPR) mirrors the approved organizational structure. Ensure actions are taken to correct discrepancies.

- 1.4.3.26. (Added) Ensures skill levels are awarded to individuals meeting the qualification criteria and that they are reflected in the personnel data subsystem.
- 1.4.3.27. (Added) Review all inbound 2W231 technical training Graduate Assessment Survey (GAS), Final Education Questionnaire (FEQ) and AETC Form 156, **Student Training Report**. Provide to supervisor for completion and review responses from supervisors and graduates prior to returning the GAS and FEQ to the squadron training section.
- 1.4.3.28. (Added) Ensures the Master Training Plan and lesson plans are established.
- 1.4.3.29. (Added) Ensures all upgrade-training requirements are met prior to upgrade.
- 1.4.3.30. (Added) Ensures all duty position pollution prevention Training Management requirements are met and tracked.
- 1.4.3.31. (Added) Ensures all 2W2X1 Occupational Surveys are completed and returned to the squadron training section.
- 1.4.3.32. (Added) Ensure all 2W2s assigned to maintenance are used to accomplish operational nuclear or flight test maintenance tasks, before being considered to augment daily taskings of other base units of agencies outside normal AFSC duties.
- 1.4.3.33. (Added) Ensure operator inspections and user servicing requirements are accomplished on all assigned support equipment IAW T.O. 00-20-5, *Aerospace Vehicle Inspection and Documentation*.
- 1.4.3.34. (Added) Chair the weekly scheduling meeting.
- 1.4.3.35. (Added) Reviews and evaluates management and production effectiveness. Analyzes personnel and equipment performance history using QA reports. Initiates management actions to meet new workloads or correct reported/perceived deficiencies.
- 1.4.3.36. (Added) Establish requirements for vehicles and support equipment and ensure procedures for operation and maintenance are enforced.
- 1.4.3.37. (Added) Track unserviceable and repairable items for repair action as soon as parts and/or maintenance are available.
- 1.4.3.38. (Added) Ensures a corrosion control program and refurbishment for Tool, Test, Tie down, and Handling Equipment (TT&HE) is implemented and effectively managed.
- 1.4.3.39. (Added) Ensure operator inspections and user servicing requirements are accomplished on assigned non-powered support and test equipment and forwarded to appropriate activity for scheduled inspection, calibration or repair.
- 1.4.3.40. (Added) Ensure equipment status and historical documents are kept as required and maintained according to T.O. 00-20 series technical orders.
- 1.4.3.41. (Added) OPR for wing OIs governing nuclear weapon custody and transfers.
- 1.4.3.42. (Added) Ensure HAZCOM pharmacy programs are followed according to applicable directives.
- 1.4.3.43. (Added) Ensure submittal of Dull Sword worksheets as outlined in AFI 91-204, ***Safety Investigations and Reports***.
- 1.4.3.44. (Added) The Weapon/Munitions Supervisor must evaluate all AFTO Form 22, for accuracy and applicability prior to submission.

- 1.4.3.45. (Added) Ensure all personnel obtain the required safety training.
- 1.4.3.46. (Added) Ensure safety information is available and personnel in hazardous areas are briefed about the dangers.
- 1.4.3.47. (Added) Identify requirements to the bioenvironmental engineering to ensure facilities meet AF industrial environmental standards IAW AFI 91-302, ***Air Force Occupational and Environmental Safety, Fire Protection, and Health (AFOSH) Standards.***
- 1.4.3.48. (Added) Ensure all munitions are transported in a safe and secure manner.
- 1.4.3.49. (Added) (M) Inform HQ AFSPC/LCMW, immediately, of any significant nuclear weapons related issues, i.e. conditions resulting in non-operational weapon, non-operational system, or inability to meet mission requirements requiring Unsatisfactory Reports, Mishap Reports, Deficiency Reports, or Maintenance Assist requests.
- 1.4.3.50. (Added) Ensure participation in a recognition program.
- 1.4.3.51. (Added) Ensure semi-annual self-assessment is accomplished and documented using the Command Checklists.
- 1.4.3.52. (Added) Conduct interview with munitions personnel prior to initial Team Chief first task certification.
- 1.4.3.53. (Added) Develop a facility plan specifying maintenance, upgrade and replacement projects and major impact programs, i.e., new construction, impacts on LPS, nuclear surety and future systems, for munitions facilities. This plan should meet current/future missions and personnel quality of life issues. Facility plan will be presented to the Wing Facility Board. Provide this information to AFSPC/LCMW for funding assistance.
- 1.4.3.54. (Added) Time change forecasting will be accomplished by using the Location Inventory Listing (LIL) provided to each base.
- 1.4.4. Section/Element Supervisor. Responsible for the leadership, supervision, daily management, and training of assigned personnel to meet assigned mission requirements. The section chief is a first-line manager and supervisor of maintenance production and, as such, is the technical authority and advisor in that area. The ultimate goal is maintaining a combat readiness capability commensurate with mission tasking. The Section Chief accomplishes the following:
- 1.4.4.13.1. (Added) (M) Conduct 30-day, 60 day, and 90-day follow-ups on all maintenance items ordered through any source (supply, IMPAC, Kansas City Plant (KCP)). Weapons/Maintenance Supervision will notify HQ AFSPC/LCMW by electronic means when items are not received by the 120-day point, or sooner if item is mission critical. Provide requisition Number, local follow-up actions, and requisition remarks from Standard Base Supply System (SBSS).
- 1.4.4.14. Spot-check bench stock and operating stocks to ensure compliance and supply discipline.
- 1.4.4.24.1. (Added) Designate a primary trainer and at least one alternate trainer to accomplish work center technical training. When trainers are not training they may be utilized for War Reserve (WR) maintenance. Prior to performing unsupervised trainer duties, personnel selected, as trainers must:
- 1.4.4.24.1.1. (Added) Meet minimum training requirements in Chapter 6 of AFI 36-2201.

1.4.4.24.1.2. (Added) Complete local trainer orientation requirements and observation by the individual's work center supervisor. The Munitions Flt CC/Supt may authorize a trainer to conduct unsupervised training prior to attending local orientation.

1.4.4.24.1.3. (Added) Attend the ICBM Maintenance Instructional Techniques Course (MITC). The Munitions Flt CC/Supt may authorize a trainer to conduct unsupervised training prior to completing the MITC. Instructors so approved must attend the MITC at the earliest possible date after approval.

1.4.4.24.2. (Added) Ensure lesson plans be developed for all certifiable weapon maintenance tasks. Additionally, as a minimum, lesson plans will be developed for Safeguards Transport (SGT) operations, Key and Lock program, Specialized vehicles i.e. (forklift and tractors), Massive Modular Blocks (MMB's) positioning and transporting, packaging Reentry Vehicle/Reentry System (RV/RS) components, H1616 operations, and Chaff operations. Vandenberg Force Development and Evaluation (FD&E) tasks listed on AF Form 797, Job Qualification Standard Continuation/Command JQS will also require lesson plans.

1.4.4.24.2.1. (Added) All lesson plans must be reviewed annually for technical accuracy.

1.4.4.26. Monitor shift manning/scheduling; distribution of supervision, equipment requirements, considers additional duties, leaves, training and work details to provide maximum capability and minimize work force degradation. Ensures assigned personnel are rotated through all duty shifts.

1.4.4.35. Monitor, track, and ensure occupational safety, fire prevention, occupational and environmental health requirements are accomplished for assigned personnel. Maintain AF Form 55, **Employee Safety and Health Record** and IAW AFI 91-301, ***AF Occupational and Environmental Safety, Fire Prevention and Health (AFOSH) Program.***

1.4.4.37. Notifications will be made to Munitions Control. Munitions Control will make appropriate notifications up the chain of command.

1.4.4.52. (Added) Maintain a current copy of applicable section Allowance Standards (AS).

1.4.4.53. (Added) Maintains a current R-14 (CA-CRL) master ID listing.

1.4.4.54. (Added) Make recommendations for weapons personnel to fill QA positions to the Weapons Munitions supervisor.

1.4.4.55. (Added) Perform weekly production and supervisory spot inspections.

1.4.4.56. (Added) Implements Tool and Equipment Management procedures as outlined in Chapter 13 of AFI 21-101, with the exception of aircraft, load crew and flightline specific entries.

1.4.4.57. (Added) Manages and maintains the Special Certification Roster IAW Chapter 18 of AFI 21-101.

1.4.4.58. (Added) Ensure a Master Training Plan is established.

1.4.4.59. (Added) Ensures all upgrade-training requirements are met prior to upgrade.

1.4.4.60. (Added) Ensures skill levels are awarded to individuals meeting the qualification criteria and that they are reflected in the personnel data subsystem.

1.4.4.61. (Added) Ensure all personnel obtain the required safety training.

1.4.4.62. (Added) Ensure all duty position pollution prevention requirements are met.

1.4.4.63. (Added) Ensure all 2W2X1 Occupational Surveys are completed and returned to the squadron training section.

1.4.4.64. (Added) Manage the section's repair cycle program to include Unit Spares Authorization List (USAL) and SBSS requisitions.

1.4.4.65. (Added) Ensures T.O.s needed for the function are on hand and properly maintained.

1.4.4.66. (Added) Inform munitions supervision, immediately, of any significant nuclear weapons related issues such as Unsatisfactory Reports (UR), Dull Swords (DS), Deficiency Reports (DR) or mishap issues.

1.4.4.67. (Added) Ensure semi-annual self-assessment is accomplished and documented using the Command Checklists.

1.4.4.68. (Added) Ensure munitions team using vehicles, to include forklifts, to transport munitions maintain radio contact with munitions control.

1.4.5.1. HQ AFSPC/LCMW is the focal point for all requests to change policy and procedures.

1.5.2.1. (M) Units will maintain the spares as directed in **Table 1.1. (Added)** If unable to meet the minimum unit spare requirements, send waiver request to AFSPC/LCMW.

Table 1.1. (Added) Unit Spares Requirements.

UNIT	MK12	MK12	MK12A	MK12A
F E WARREN	A1	B1		
MALMSTROM	A1	B1	A3	B3
MINOT			A1/A2	B1/B2

1.5.3. (M) (V) All units review maintenance actions and by 1 February each year, provide HQ AFSPC/LCMW with Limited Life Component (LLC) requirements for the next calendar year. Provide this information for each weapon system at your location in message format per example in **Table 1.2. (Added)**

Table 1.2. (Added) Examples of LLC Requirements.

Examples of Limited Life Component Requirements.			
BASE	KIT P/N FROM 11N-100-2	MONTH	QUANTITY
MALMSTROM	412889	OCT	10
	412889	NOV	0

2.3.3. Units without CAMS will develop a local tracking system using any authorized licensed software or manual system.

2.3.6. Maintains documentation reflecting the last (most current) civil engineering inspections of LPS, static grounding systems, and a record of required inspections and tests of Real Property Installed Equipment (RPIE) hoists.

2.3.7.7. (Added) Track LLCs by status and location.

2.3.7.8. (Added) Type and status (associated/unassociated) of warhead containers.

2.4.3.1. (Added) Specifically, check sheets are developed and used for emergencies which apply to the unit mission, such as Emergency War Order notification, crash, fire, severe weather, explosive or nuclear accidents, convoy emergency, loss of communications, evacuation, SGT support, Safe Haven and SEV. Unit operations plans are used as a guide in writing these check sheets. Ensure each person in Munitions Control knows their contents and how to use them.

2.4.4. (Added) Notify the munitions flight chief/superintendent of maintenance capabilities and problem areas that could have a negative impact on the mission.

2.4.5. (Added) Notify supporting activities when conducting hazardous operations or training exercises such as chemical operations, demolition operations, fire drills, or evacuation drills.

2.6.2. Implement plans and schedules by coordinating and controlling munitions maintenance, inspection, handling operations and processing of repair cycle assets. Munitions control schedules all known requirements for the munitions organization. Priority for scheduling is as follows: Periodic maintenance requirements, Time Compliance Technical Orders (TCTOs), training, delayed discrepancies and work center inputs. Inspections that are included in the Maintenance Data Collection/Test Measurement Diagnostic Equipment (MDC/TMDE) scheduling system need not be included in the maintenance plan input.

2.6.5. Consolidates the munitions maintenance requirements to be put in the wing maintenance plan.

2.6.9. (Added) Munitions Control plans, schedules and controls the accomplishment of all TCTOs on munitions, NOCM items, and associated support equipment. The following actions are required:

2.6.9.1. (Added) Notify the item manager by message or memorandum when all equipment at your base is modified. Kits are disposed of IAW item manager's directions. Notify the base TCTO monitor of the TCTO completion.

2.6.10. (Added) Munitions Control/Plans and Scheduling (P&S) authorizes the performance of a job by assigning a job control number (JCN) and initiating an AFTO Form 349, Maintenance Data Collection Record (or CAMS or local equivalent), for each scheduled maintenance task, storage inspection, modification, munitions movement, and handling operation. Munitions Control (or CAMS) issues job control numbers for all unscheduled tasks. Ensure all AFTO Form 349, (or CAMS or local equivalent), initiated for jobs requiring the two-person concept are annotated "TWO-PERSON CONCEPT APPLIES." Units may use the AFTO Form 349, CAMS equivalent or a suitable locally developed form.

2.6.11. (Added) Munitions Control or P&S is the central historical documentation activity for all munitions equipment. Records required by T.O. 11N-35-7, *Inspection Records*, may be filed in the maintenance work center. Historical documents and all automated products kept in Munitions Control or P&S are sent with the equipment when it is transferred.

2.6.12. (Added) (M) (V) Each munitions unit will develop a maintenance schedule, at a minimum projections should be planned for 48 months (specific programs, as requested by HQ AFSPC/LCMW, may require additional time frames). The schedule should be updated regularly and issued to the missile/space wing P&S section. A copy of any schedule change will be provided to HQ AFSPC/LCMW. In addition, a weekly status of all applicable programs listed below will be forward to HQ AFSPC/LCMW NLT Friday of each week. The format for the weekly status will be obtained from AFSPC/LCMW. The schedule may be included in the status update. The Location Inventory Listing (LIL) (a multi-year document) will be used to ensure that the maintenance schedule includes all assets due maintenance. All scheduling factors must be taken into account when developing the munitions maintenance plan, for example:

2.6.12.1. (Added) (M) Stockpile Laboratory/Flight Test (SLT/SFT).

- 2.6.12.2. (Added) (M) Aging and Surveillance (A & S).
- 2.6.12.3. (Added) (M) Force Development Evaluation (FDE).
- 2.6.12.4. (Added) (M) Service Star.
- 2.6.12.5. (Added) (M) Operational Ground Test (OGT).
- 2.6.12.6. (Added) (M) Simulated Electronic Launch Minuteman (SELM).
- 2.6.12.7. (Added) (M) Guidance Replacement Program (GRP).
- 2.6.12.8. (Added) (M) Propulsion Replacement Program (PRP).
- 2.6.12.9. (Added) (M) Forward Section Swaps (FSS).
- 2.6.12.10. (Added) (M) System Configuration supporting draw downs.
- 2.6.12.11. (Added) (M) Reentry Systems Test Set (RSTS) (only necessary to provide in AFSPC/LCMW weekly status update)
- 2.6.13. (Added) (M) Ensure LLCs are installed within timelines established by T. O. 11N-100-2, ***Supply Management of Limited-Life Components***. Munitions and missile wing P&S personnel will ensure that the RS is returned to the weapons storage area in a timely manner so that sufficient time is allotted to complete required maintenance. A weapon will not be permitted to go overdue LLC exchange in the field (RED). Maintenance supervision will contact HQ AFSPC/LCMW for LLC expiration extension. Maintenance supervision will provide HQ AFSPC/LCMW with letter documenting circumstances requiring an extension, signed by the maintenance Group Commander.
- 2.6.14. (Added) (M) For workload-leveling purposes, LLCs may be performed up to six months in advance of due date. (Example: An LLC that expires 30 Nov 02 may be exchanged as early as 1 Jun 02). Maintenance Supervision will submit requests to perform LLC exchanges earlier than the 6-month window to HQ AFSPC/LCMW for approval.
- 3.1.1. Certifying officials appointed by Munitions Supervision will only be used when QA is not available.
- 3.1.3. Certifying officials appointed by Munitions Supervision will be evaluated/ interviewed by munitions supervision and QA supervisor prior to performing certifications.
- 3.2.3.1. (Added) Annually, QA will review all lesson plans for adequacy and technical accuracy.
- 3.2.4. (Added) Weapon System Evaluator (WSE) Responsibilities:
 - 3.2.4.1. (Added) Administer the MUSEP program to assess maintenance capability and effectiveness of procedures, facilities, equipment, vehicles and technical data.
 - 3.2.4.2. (Added) Provide commanders and supervisors with an objective assessment of assigned weapons systems, maintenance programs and resources.
 - 3.2.4.3. (Added) Comply with sampling requirements as stated in AFI 21-204 and this Supplement.
 - 3.2.4.4. (Added) Review annually, or when changes occur, the master CFETP and assist work center supervisors in identifying training requirements and task coverage.

3.2.4.5. (Added) Review all new and revised technical data for completeness, accuracy and applicability, including TCTOs. Inform applicable work-centers of changes and upchannel any problems discovered during this review.

3.2.4.6. (Added) Monitor and review the status and applicability of all local directives and operating instructions that impact munitions for accuracy and intent prior to approval. An annual review of local directives/operating instructions is also required.

3.2.4.7. (Added) Manages the technical order improvement-reporting program. Reviews and evaluates all AFTO Forms 22 for accuracy and applicability prior to submission to 20AF/LGMW.

3.2.4.8. (Added) Assist with local exercises/inspections.

3.2.4.9. (Added) Manage the logistics/maintenance award program

IAW AFSPCI 36-2812, *The Air Force Space Command Logistics Award Program*.

3.2.5. (Added) Selection/Qualification of Primary and Alternate WSE.

3.2.5.1. (Added) WSE is responsible for conducting the MUSEP program and must be the best-qualified technician based on technical proficiency, skill, and knowledge, as well as having a temperament suited for evaluator duties.

3.2.5.2. (Added) WSE must be capable of accurately observing job performance, determining hardware condition and identifying deviations from established standards.

3.2.5.3. (Added) WSE must be trained in the objective, practical application of approved evaluation and inspection techniques and procedures. WSE will attend the 20th AF munitions evaluator course as soon as possible after being assigned to QA.

3.2.5.4. (Added) Alternate WSE will perform QA duties only in the absence of the primary WSE.

3.2.5.5. (Added) MUSEP evaluators must be Job Qualification Standard (JQS) qualified on tasks they certify/evaluate others to perform.

3.2.5.6. (Added) The munitions superintendent, and current WSE or QA supervisor will perform an initial Evaluator Proficiency Evaluation (EPE) on a WSE upon assignment to QA. EPEs are performed to assess the proficiency of evaluators and will consist of one personnel evaluation and one technical inspection.

3.2.5.7. (Added) EPEs will be documented on an AF Form 2419, **Routing and Review of Quality Control Reports**, or any locally developed form and maintained in the evaluators training record.

3.2.6. (Added) Evaluations and Inspections. MUSEP measures personnel proficiency and equipment condition through the use of evaluations and inspections. The evaluation of the maintenance effort must try to find the cause of any problem as well as the problem itself. The scope of evaluations and inspections will be comprehensive enough to provide management an accurate assessment of unit capabilities.

3.3.1. Items in storage will be inspected for proper packaging and labeling. The same items will not be inspected twice in a 6-month period.

3.3.2. Minimum personnel evaluation per technician is listed in paragraph **3.3.3.10. (Added)**

3.3.2.11. (Added) (M) **Table 3.1. (Added)** lists minimum sampling requirements, but does not limit observation of other JQS tasks.

Table 3.1. (Added) Minimum Sampling Requirements.

Personnel Evaluations/Surveillance Inspections		
Task	Frequency	Remarks
General Maintenance	10% Each Month	
LLC includes H1616	50% Each Month	Note 1
TCTO or Alteration (ALT)	50% Each Month	Note 2
Transfer	10% Each Month	
Transport	10% Each Month	
SGT/SST/PNAF	50% Each Month	
Assemble/Disassemble RV	10% Each Month	
Install/Remove RV	10% Each Month	
ESCTS	10% Each Month	
RSTS MM	10% Each Month	
RSTS PK	10% Each Quarter	
MK21 AFA Test	10% Each Quarter	
MK21 RS Fuze Set and Verify Test	10% Each Quarter	
Install/Remove Shroud Assembly (PK)	10% Each Quarter	
Install/Remove Aft Shroud (MMIII)	10% Each Month	
Inspect RV Components	10% of RVs Each Month	
Inspect RS Components	10% of RSs Each Month	
FDE	50% Each Mission	Note 3
Trainer Proficiency Evaluations (TPE)	Annual 1 evaluation per trainer	Note 4
NOTES: 1. This includes ALT 900 series maintenance 2. QA must observe the first TCTO 3. If assemble/disassemble operations are observed, they may be counted as personnel evaluations. This includes packaging or unpackaging of components 4. TPEs are used to verify technical accuracy and completeness of training (Minot excluded from this note.)		

3.3.3.1.1. (Added) The evaluator will stop or interrupt a task to prevent personal injury or equipment damage. The evaluator may reveal discrepancies to the maintenance team that can be corrected during the evaluation. These corrective actions will take place when the last reasonable chance for the team to detect the discrepancy has passed.

3.3.3.1.2. (Added) Deficiencies detected and corrected by the maintenance team will not be documented or charged as errors.

3.3.3.1.3. (Added) If a team chief/team member does not detect a deficiency that he/she was in a position to detect, they may be charged with that error.

3.3.3.5.10. A TPE will be rated “failed” when the trainer does not detect, correct, or re-train a violation of an error referred to in **paragraph 3.3.3.5.10.** of AFI 21-204, or an incomplete training process was performed by failing to instruct critical portions of the task.

3.3.3.5.11. (Added) Safety and security must never be compromised.

3.3.3.5.12. (Added) The evaluator must also be notified of the start and completion of the task, and any delays that occur.

3.3.3.5.13. (Added) Errors noted during performance of tasks not selected for evaluation will be documented.

3.3.3.5.14. (Added) During a TPE briefing, the evaluator must brief the trainer the following additional items:

1. The trainer must prevent/immediately correct any of the following: violations of Weapons Systems Safety Rules (WSSRs), Two-Person Concept, significant security or safety violations which could result in damage to a component or equipment where it could not be used for its intended purpose.
2. The trainer must correct other student errors before completing the training session.
3. Evaluators will consider the trainer’s degree of control over the trainee.
4. Evaluators will not generate an evaluation report on the trainees.

3.3.3.6. (Added) Personnel evaluations and technical inspections will be documented on an AF Form 2419 or on any locally developed form. Technical Inspection errors will be documented on an AF Form 2420, **Quality Control Inspection Summary** or on any locally developed form. A brief summary of the evaluation/inspection may be documented. It will be kept to a minimum to prevent a storybook picture. This allows supervisors to accomplish a complete review of evaluation/inspection reports. Note: MAJ-COM will continue to use this current system until the Air Force Standard Quality Assurance program is fielded. Once fielded, personnel will then follow AFI 21-101, Chapter 10, for Quality Assurance.

3.3.3.7. (Added) All maintenance personnel who perform, supervise or inspect maintenance actions on reentry vehicles, reentry systems, warheads, support equipment or their components will be subject to evaluation.

3.3.3.8. (Added) 576 FLTS personnel will be subject to evaluations on FDE tasks.

3.3.3.9. (Added) WSEs will brief technicians subject to evaluation under the MUSEP program. As a minimum, the briefing will ensure technicians are familiar with the evaluation system, procedures, error criteria, grading standards, inspection systems, deficiency criteria and program rating standards prior to being evaluated.

3.3.3.10. (Added) Each certified technician will be evaluated on at least four different tasks per year. Evaluations will be spread 1 per quarter through the year in order to attain a representative sampling of system knowledge and job proficiency. The year begins when the technician first becomes certified on a task. If a technician is not certified on at least four tasks, evaluations may be performed on JQS tasks. Initial task certifications will not be credited towards annual evaluations.

3.3.3.11. (Added) Evaluators will verify that technicians are qualified prior to evaluation. When circumstances prevent prior verification, the evaluator will check qualifications prior to task critique. An evaluation form will not be submitted on an unqualified technician. In this case, a surveillance inspection may be rendered.

3.3.3.12. (Added) All deviations, simulations and Previously Complied With (PCW) steps will be in written form and agreed upon by the team chief and evaluator prior to the start of any certification.

3.3.4. (Added) Following the evaluation, the evaluator must critique the technicians on the entire task. The evaluator must inform the work centers supervisor when a task is rated “failed” or the results have not been determined.

3.3.5. (Added) A failed task that does not affect the technician’s technical proficiency (i.e., two-person concept violation) does not require a technical proficiency re-evaluation. Remedial training will be conducted and documented on failed tasks. If remedial training is completed, the evaluator may line through both the error in block VIII of the AF Form 2419 and the “failed” rating, and a “passed” rating may be entered and initialed. After review of the facts of the failure, the WSE and the NCOIC will determine if the individual requires decertification.

3.3.5.1. (Added) A technician or supervisor under evaluation will not perform the same task until that task is rated passed. Technicians must not perform a failed task until they are re-evaluated and rated “passed” on that task. If the failed task was certifiable, the technician(s) must be re-certified by a certifying official and an AF Form 2419 rendered. If the task was not certifiable, the technician’s supervisor accomplishes re-qualification.

3.4.1. Technicians in the 576 FLTS RV/RS maintenance unit will follow the weapon certification program contained in AFI 21-204 and this supplement. Vandenberg tasks must be listed on an AF Form 797, and maintained with the individual’s Career Field Education and Training Plan.

3.4.1.2. The Munitions/Weapons Supervisor and the Maintenance Supervisor/ Superintendent will interview all newly assigned team chiefs appointed by the MM/PK section NCOIC. Interviews will emphasize team chief supervisory responsibilities to include compliance and enforcement of technical data, safety, security, and nuclear surety requirements.

3.4.2.3.6. (Added) Intervention by an evaluator during an evaluation to prevent injury to personnel or damage to equipment will result in a failed rating

3.5.5.1.1. (Added) (M) Transfer of MM reentry system to/from the pit will be a Team Chief/Team Member certification.

3.5.5.1.2. (Added) Transfer of PK reentry system to/from reentry system carriage (break over) will be a Team Chief/Team Member certification.

3.5.6. (Added) (M) MM Weapons Maintenance Certifiable tasks. The following tasks will be Team Chief/Team Member certifications:

3.5.6.1. (Added) (M) Install MK12/12A RV. This certification authorizes the technician to install and remove the RV onto or from the payload support and install or remove the RS installation kit. Install RV certification on one system (MK12 or MK12A) also certifies the individual on the other system.

3.5.6.2. (Added) (M) Assemble MK12/12A RV. This certification authorizes the technician to assemble or disassemble the RV. Separate certifications are required for MK12 and MK12A assemblies.

3.5.6.3. (Added) (M) Final assembly checkout using MK12/12A RS test set. This certification allows a technician to perform checkout of the arm/disarm device, Electronic Command Signals (ECS) programmer, targeting function, and chaff subsystem tests. RSTS certification on one system (MK12 or MK12A) also certifies the individual on the other system. The continuous presence of a team chief during final assembly checkouts, which do not involve (or provide access to) a warhead, is not required. The team chief remains responsible for overall task accomplishment and required documentation.

3.5.6.4. (Added) (M) Install Aft Shroud (MM). This certification authorizes the technician to install/remove the Aft Shroud on Payload Support, install/remove V-Band Clamp, install/remove In-flight Disconnect Cable, install/remove V-Band Clamp Thermal Covers, install/remove In-flight Disconnect Thermal Cover, install/remove Pressure Cartridges, install/remove Thruster Assembly Thermal Covers, install/remove Shroud Release Shield, and connect/disconnect Shroud Rocket Motor In-flight Disconnect.

3.5.7. (Added) PK Weapons Maintenance Certifiable tasks. The following tasks will be Team Chief/Team Member certifications:

3.5.7.1. (Added) Assemble MK21 RV. This certification authorizes the technician to assemble or disassemble the RV. Assembly includes RV checkout using reentry vehicle tester.

3.5.7.2. (Added) Install MK21 RV on deployment module. This certification authorizes the technician to install and remove the RV onto or from the deployment module.

3.5.7.3. (Added) Electrical test of the MK21 deployment module electronics (DME) using the reentry system test set.

3.5.7.4. (Added) Electrical test of the MK21 arming and fuzing assembly using the AFA test set.

3.5.7.5. (Added) Final MK21 reentry system assembly checkout using fuze set and verify tester.

3.6.4. A team chief's proficiency evaluation will not be updated unless member performs as a team chief for the evaluation.

4.1.1. (M) Configuration of spare warheads will be determined IAW Unit Spares Requirements, paragraph 1.5.2.1, Table 1.1. (Added) this supplement.

4.1.6. This paragraph applies to any instance in which technical data does not address abnormalities, failed component tests, inspection criteria, etc... If after the determination by the section supervisor or above that technical data does not provide you with appropriate procedures, you must contact HQ AFSPC/LCMW for further guidance. If the technical data provides procedures, which are not completely understood, contact HQ AFSPC/LCMW for clarification. Some technical orders direct you to stop work and seek technically qualified guidance when an abnormal condition is noted and pertinent procedures are not contained in the technical order. Technically qualified guidance for all AFSPC units is defined as HQ AFSPC/LCMW.

4.1.9. (M) Direct all requests for waiver of 6-month minimum to HQ AFSPC/LCMW.

4.1.11. The following operations require visual inspections IAW 11N-35-51, *General Procedures Applicable to Nuclear Weapons* and will be documented IAW **paragraph 4.1.12.** of this supplement:

4.1.11.1. (Added) (M) Prior to mating the forward section MM and PK (MM & PK), aft section (MM) or rear cover (PK) to the mid/body section.

4.1.11.2. (Added) Prior to mating of the fuse support/shield, arming and fuzing assembly, or other major components and subassemblies covered/contained within the interior of the fuze support/shield on the PK weapon system.

4.1.12. (M) IPI and Visual Inspections. A JQS-qualified individual not involved in the operation will perform the IPI/visual inspection and will be a 7-level. The individual performing the IPI or visual does not require formal certification (AF Form 2435, **Load Training and Certification Document**). IPIs will be documented in the following way. AFTO Form 349, or suitable locally developed equivalent will be retained with the weapon record package. The inspection point and date will be shown with the signatures of the responsible team chief and the individual performing the IPI. The signatures of the responsible team chief and the individual performing the IPI must be two different individuals. Local inspection points must also be included on the work order or suitable locally developed product.

4.1.18. (M) A TYPE 3A/B/C trainer may be used for SGT/SST/PNAF exercises only. Requests to use TYPE 3 A/B/C trainers for RS load training must be coordinated through HQ AFSPC/LCMW.

4.1.21. JTA movement outside a controlled area must have appropriate level of security, to include armed escort.

4.1.24. (Added) (M) Reentry Vehicle Configuration System. This system provides a manual method of locating and accounting for all associated serialized reentry systems and system components, as well as a data repository for all unassociated Reentry System and Reentry Vehicle spare parts for inventory control and management purposes.

4.1.24.1. (Added) (M) These procedures are applicable to all Air Force units supporting ICBM operations, to include Vandenberg AFB CA.

4.1.24.2. (Added) (M) The system will consist of reentry system build-up sheets, the individual warhead or JTA Inspection Record Cards (IRC), AFTO Form 95, Significant Historical Data, RS test tapes, work orders.

4.1.24.3. (Added) (M) Copies of individual build-up sheets are sent electronically, via e-mail, to OO-ALC/LMRV, to provide a complete list of all installed serialized RV/RS components at each wing. Munitions Supervision will determine the office of primary responsibility (OPR) for ensuring these requirements are met. E-mail address for completed documents is <mailto:OOALC.LMR@hill.af.mil>.

4.1.24.4. (Added) (M) RV and RS build-up sheets are provided for your use by OO-ALC/LMR. Most current copies of blank build-up sheets may be obtained from HQ AFSPC/LCMW. Care will be taken to include only the information requested in the electronic copy, in order to avoid classification of the document. The team chief in charge of the operation will make all entries on the build-up sheets. A second person (bay chief or higher) not involved in the operation will physically verify the accuracy of the information on the build-up sheet. Information from the hot gas generator, rocket motor, hot gas generator initiator and rocket motor initiator (Minuteman) may be obtained from the previous build-up sheet. During build-up/recycle maintenance for systems returning to operational status, if the previous build-up sheet is missing information, disassemble the component to the point where the information can be obtained. If unserviceable, reject the component. EXCEPTION: Electric explosive device (EED), if infor-

mation is illegible, not available or requires removal notify conventional munitions inspector for serviceability validation. Document build-up sheet verification IAW **paragraph 4.1.12.** of this supplement.

4.1.24.5. (Added) (M) A records jacket will be established for each MM III and PK reentry system, and each unassociated MK12/MK12A and MK21 reentry vehicle assigned. The jacket will contain, as a minimum, the following items:

4.1.24.5.1. (Added) (M) Retain the work order or suitable locally developed product, which documented the last RV assembly, and any work order or suitable locally developed product documenting last RV/RS maintenance (i.e., disassembly, LLC exchange, test, or inspection, etc). The work order or suitable locally developed product will contain the following command IPIs, depending on RS configuration, and will be documented IAW **paragraph 4.1.12.** of this supplement:

4.1.24.5.1.1. (Added) (M) MK12 RS. Checkout of Arm/Disarm Device and ECS Programmer; checkout of targeting function; checkout of chaff subsystem; RS arming and fuzing safety monitor loop; RS confidence monitor loop; chaff subsystem confidence monitor loop.

4.1.24.5.1.2. (Added) (M) MK12A RS. Checkout of Arm/Disarm Device, Environmental Sensing Signal Generator (Before GRP), Housing Assembly and ECS programmer (After GRP), checkout of targeting function; checkout of chaff subsystem; checkout of unique signal lines; A & F safety monitor loop, reentry system confidence monitor loop, chaff subsystem confidence monitor loop.

4.1.24.5.1.3. (Added) MK21 RS. AFA test verification test tape, RV checkout, Fuze Set and Verify Tester (FSVT) test, DME test printout, and RV serial numbers and positions.

4.1.24.5.1.4. (Added) (M) For all RS verifications before issue: Configuration/targeting matches assigned missile site (Records Review). Verification of site-to-site swaps is required and may be done by a record review.

4.1.24.5.1.5. (Added) (M) On initial build or replacement, all weapon systems will have an IPI in place to verify the serial number of LLCs/NGs (NG for 12A only).

4.1.24.5.1.6. (Added) (M) The installation of the MK21 delay initiators and gas generators

4.1.24.5.2. (Added) (M) AFTO Form 95, **Significant Historical Data**. The AFTO Form 95 will be used to track historical data. It will be generated when the first historical event occurs and will be updated whenever historically significant events occur. Historical data includes, as a minimum, RS targeting or fuzing errors and corrective actions taken, Operational Testing (OT), Operational Ground Test (OGT), Service Star or Stockpile Laboratory Test (SLT) and information required by 00-20-series technical orders.

4.1.24.5.3. (Added) (M) Build-up sheets.

4.1.24.5.4. (Added) (M) Warhead IRCs. (For Vandenberg include JTA and FTU IRCs)

4.1.24.5.5. (Added) (M) RS test tapes. Test tapes may be removed after a supervisory review. Supervisory review will be documented on AFTO Form 349 or suitable locally developed equivalent.

4.1.24.6. (Added) (M) Reporting. OO-ALC/LMRV, Hill AFB UT, requires current information on the location of all serialized components, whether installed in an RS on site, in storage, or unassociated in storage.

4.1.24.6.1. (Added) (M) Twice monthly, the first and third week, each unit will send a copy of all build-up sheets for RV/RS's that have undergone maintenance in the prior period. Negative inputs are not required.

4.1.24.6.2. (Added) (M) A RS location memorandum will be sent to OO-ALC/LMRV, by classified means (SIPRNET or DMS) giving the location of all RV/RSs that have changed location in the last period.

4.1.24.7. (Added) (M) Protection of Information and Disposal. As a minimum, generated records will be considered For Official Use Only (FOUO).

4.3. **Waste Management.** Low Level Radioactive Waste (LLRW) Programs are not applicable to the 576th FLTS.

4.3.2.5. (M) LLRW areas for MK12/12A are: Inside of the associated aft section and inside surfaces of the H1223A/B aft bulkhead cover/ring. LLRW areas for the MK21 are: The enclosure formed by the inside of the Warhead Electrical System (WES) cap and aft end of the AFA and inside the WES cap.

4.4. (Added) **(V) Massive Modular Blocks (MMBs).** Develop local SFO/MXG operating instruction for implementation of the MMBs. Include as a minimum training programs (i.e., fork lift operations, safety requirements when working around MMBs, etc.), year round operating procedures (i.e., deicing, keeping area between MMBs and door clear of obstructions, etc.), and safety Operational Risk Assessment (i.e., leveling/shims techniques, AF Form 55 updates, etc.).

4.4.1. (Added) Inspection:

4.4.1.1. (Added) No Periodic Inspection is required; therefore, there is no need to maintain records documenting inspection of the MMB or associated equipment (pin pocket, pin, rubber mat, etc.).

4.4.1.2. (Added) Perform visual inspection of the blocks prior to handling to ensure no anomaly or condition exists impairing or preventing the proper stacking and/or safe handling of the MMBs.

4.4.2. (Added) Maintenance:

4.4.2.1. (Added) Minor touch-up of chips and scratches on MMB is not required. The user, if desired, may touch-up MMB by using any suitable paint matching the existing color.

4.4.2.2. (Added) Rubber bumpers may have been applied to some blocks to provide protection to the structure door. Reattach bumpers as required using any suitable means.

4.4.2.3. (Added) O-rings. Use 2-349 O-rings on the eight base pins on the apron, (2 per pin) and the bottom of the connecting pins (1 per pin). Use 2-425 O-rings on the four pins on the top shoulder of the inter-connecting pins (1 per pin).

4.4.2.4. (Added) The below are possible sources of supply for replacement parts.

4.4.2.4.1. (Added) Epoxy paint (one part) used for alignment guide markings on blocks.

Manufacturer: Specialty Coatings Inc.784

Morris Turnpike Suite, 316,

Shorthills, NJ 07078

Telephone: 888-755-7361

E-mail: <mailto:info@armorpoxy.com>

4.4.2.4.2. (Added) O-rings. *NOTE:* quantity per door is 8 each of 2-349 and 4 each of the 2-425.

Manufacturer: Marco Rubber & Plastic

1-800-775-6525 or 978-688-3500

Product name: 2-349 Buna N O-rings 70 durometer black

Product name: 2-425 Buna N O-rings 70 durometer black

URL: <http://www.marcorubber.com>

4.4.2.4.3. (Added) MMB pins and mats.

Kontek Industries

1200 Dawson Rd.

New Madrid, MO 63869

Telephone: 573-748-5561

6.1. **General.** For Vandenberg AFB, use AFI 21-201, para 5.1.19.1 thru 5.1.19.2.9.5 for high security key and lock management.

7.3.6. (Added) Workcenters. Workcenters that receive or provide inputs for inclusion in the WSAAL will:

7.3.6.1. (Added) Make initial and subsequent inputs to the WSAAL OPR. Requests will include the person's full name, grade, clearance status and type of authorization/ access. Use of the locally assigned number on a member's USAF Restricted Area Badge is optional.

7.3.6.2. (Added) Review the WSAAL to ensure information affecting personnel assigned to their organization is correct.

7.3.6.3. (Added) Add, change, or delete information affecting assigned personnel. Submit this information to the munitions activity in sufficient detail to enable updates to be made.

9.5.1.1.1. Forward waiver requests to HQ AFSPC/LCMW 45 days prior to anticipated Munitions Accountable Systems Officer (MASO) transfer. A command management audit of the munitions account must be performed in conjunction with the MASO transfer, regardless of waiver. State the specific criteria to be waived and include the following information:

9.5.1.1.1.1. (Added) Full name and rank, AFSC, PRP status (Vandenberg exempt from PRP requirement), munitions experience, citizenship, security clearance, Nuclear Maintenance Officers Course completion.

9.5.1.1.1.2. (Added) Appointment of new MASO will require availability of that individual for a minimum of 6 months following appointment. PCS, or a TDY for more than 2 weeks during this 6-month period will require MAJCOM approval before individual will be released or waivers approved. Every effort should be made to send officers to required training before appoint to MASO.

9.5.1.1.2. Vandenberg appoints a 21M munitions/missile maintenance officer.

9.5.1.3. **Paragraph 1.4.1.3.** of this supplement applies.

9.10.2. The authorized level for warhead containers is one for each unmated warhead in storage, plus a reasonable quantity (determined locally) issued to the maintenance section to support ongoing maintenance.

9.10.4. All waiver requests will be forwarded to HQ AFSPC/LCMW.

9.10.4.1. Send USAL recapitulations/requests for changes to HQ AFSPC/LCMW. Each unit should budget for and send at least one representative to the Annual Spares coordination meeting.

9.11. **Excess Item Reporting and Disposition of Assets.** (M) Include HQ AFSPC PETERSON AFB CO//LCMW// as an info addressee. Applies to Minot when MK12A parts are involved.

9.11.5. (M) Include HQ AFSPC PETERSON AFB CO//LCMW// as an info addressee. Applies to Minot when MK12A parts are involved.

9.12.2. Direct requests for emergency requisitions support to HQ AFSPC/LCMW, DSN: 692-2474 or 5967, 0730-1630 Mountain Standard Time. For support at other times, contact LCM Action Officer through HQ AFSPC Command Post, DSN: 692-5737/5758. Fax an information copy of the requisition to HQ AFSPC/LCMW, DSN: 692-3326.

9.14.1.1. (M) For the MK12A weapon system, annotate the Environmental Sensing Signal Generator (ESSG) serial number on the DD Form 1911, Material Courier Receipt, accompanying the SLT selections. Upon SLT shipment, forward a copy of the DD Form 1911, Material Courier Receipt to HQ AFSPC/LCMW.

9.15.1. Certified AF Form 2005, Issue/Turn-in Request, is not required for NOCM spare assets. Requests for issue may be taken via telephone, in which case Munitions Operations personnel complete the AF Form 2005, if required.

9.19. **Inventories of Accounts.** For audits, stock records print out may be required to support audit. For higher headquarters Nuclear Surety Staff Assist Visits (NSSAVs) and inspections, print out a complete set of all active stock records upon request.

9.19.1.1. Forward waiver requests to HQ AFSPC PETERSON AFB CO//LCMW//.

9.19.1.3. A semi-annual inventory will suffice for a change of MASO only if the new MASO participates in the inventory as a second inventory officer.

9.19.2.1. “Assigned to a different unit” means personnel from a different squadron.

9.19.2.3. Vandenberg is required to accomplish a SIR when Test and Training Items (TTIs) are assigned. When no TTIs are assigned Vandenberg will send a negative reply to AFSPC/LCMW and DTRA addresses in CJCSM 3150.04, *Nuclear Weapons* Reports.

9.19.3.3. (Added) Inventory documentation for a MASO change consists of blind inventory worksheets, AF Form 85A, **Inventory Count Card**. If a MASO change occurs in conjunction with a SIR, ensure proper document retention IAW **Attachment 2, Table A2.2** which may be different than that of document retention for a normal SIR.

9.19.4.1. Voice reporting will be made to HQ AFSPC/LCMW DSN 692-5611/5967, as required. See CJCSM 3150.04 and Appendix C for info addressees. Send a SEV evaluation report. Include any problems encountered and recommendations for improvement. Include same info addressees as the Phase II report. Each munitions (FK/FV) account with a nuclear capability will develop OIs to cover local conditions, responsibilities and procedures to be followed during an actual SEV or a SEV test. As a minimum, the OI will cover initial receipt notification, inventory and security requirements, reporting of Phase I & II actions, and test procedures. Forward a copy of the OI to HQ AFSPC/LCMW.

9.20.10.18. Paragraph **1.4.1.3.** of this supplement applies.

9.21.1.1. Paragraph **1.4.1.3.** of this supplement applies.

9.21.2. Paragraph **1.4.1.3.** of this supplement applies.

9.22. (Added) **Usage of H1616-2 Containers.** Accounting for Empty H1616 Containers, and Converting LLC Kits With H1616-1 Containers to Kits With H1616-2 Containers. Anytime a unit receives empty H1616 containers (-1 or -2), they must account for them on a Stock Record Card (SRC) in SWIM/DIAMONDS using the part number of the empty can. Post (manually, if necessary) the receipt document (and issue, if required) to the On-Base Document Register and the applicable SRC.

9.22.1. (Added) When a -1 kit is installed, and the removed component is placed into a -2 can, use the following procedure to account for the transaction:

9.22.1.1. (Added) Document the remove and install in SWIM/DIAMONDS using the -1 kit part number, as usual.

9.22.1.2. (Added) Using the "Make/Break Kit" function in SWIM/DIAMONDS, "Break" the -1 kit(s), and "Make" the -2 kit(s). **NOTE:** This action aligns serial numbers into correct kits for eventual WSR transmittal from the weapons database, but does not make entries into SRCs or Document Register. The following actions are required to maintain correct stock record balances:

9.22.1.3. (Added) Create a SWIM/DIAMONDS User-Specified Stock Change Voucher (SCV) to document a part number change for the correct quantity of installed kits from the -1 kit part number to the -1 empty can part number.

9.22.1.4. (Added) Post this SCV to the SRC for the installed kit part number (decrementing the balance), and to the SRC for the empty -1 can (incrementing the balance).

9.22.1.5. (Added) Create a SWIM/DIAMONDS User Specified SCV to document a part number change for the correct quantity of -2 cans from the -2 empty can part number to the appropriate -2 kit part number.

9.22.1.6. (Added) Post this SCV to the SRC for the -2 empty can part number (decrementing the balance), and to the SRC for the -2 kit part number (incrementing the balance).

9.22.2. (Added) Upon shipping the outbound -2 kits and empty -1 cans, SWIM/ DIAMONDS automatically posts the -2 kit shipment, but you must manually post the shipment for the empty -1 cans to the SWIM/DIAMONDS SRC and On-Base Document Register.

11.1. **Status Change Reports (SCRs).** Maintenance personnel will submit AF Form 1764, Major Assembly/Component Status Change Report, SCR's to the MASO IAW to meet CJCSM 3150.04 requirements. The day after maintenance actions are completed for processing of the Weapon Status Report (WSR) or Quality Status Report (QSR).

11.1.2.8.1. Each red reason must be reported on the SCR IAW CJCSM 3150.04. These requirements mandate tracking multiple red reasons for a single end item, and the repair or acceptance of each defect as it occurs. Each defect/repair must be reported to the MASO via this form.

11.2. **Weapon Status Report (WSR).** Include HQ AFSPC PETERSON AFB CO//LCMW// as an info addressee. File original copy of the WSR. Changes to the last digit of the weapon charge code for the following special circumstances are not directed by the monthly NOSS. Submit WSR to change the last digit of the weapon charge code IAW CJCSM 3150.04.

11.2.1. (Added) (M) Stockpile Laboratory Test/Stockpile Flight Test (SLT/SFT), change the charge code as directed by the SLT/SFT warning order.

11.2.2. (Added) (M) For weapons requiring shipment for repair at DOE facilities change the charge code when UR disposition is received directing return to DOE. Munitions Control should ensure NOCM (Munitions Operations) receives a copy of UR disposition message to facilitate charge code change.

11.4. **Quality Assurance Service Test (QAST) Status Report (QSR).** (M) Include HQ AFSPC PETERSON AFB CO//LCMW// as an info addressee.

11.5. **Unsatisfactory Report (UR).** (M) Include HQ AFSPC PETERSON AFB CO//LCMW// as an info addressee. Applies to Minot when MK12A is involved.

11.8.2. **Custody Transfer of Nuclear Missile Warheads to or from Alert Status.** (M) P&S or Munitions Control initiate nuclear weapon custody transfer documents. (Except when the MASO is also the Weapons Custodian, in which case NOCM Monitors may prepare these documents).

12.2.3.3. (M) Notify HQ AFSPC/LCMW if unit cannot support scheduled NOSS. Applies to Minot when MK12A is involved.

12.2.3.7. (Added) Units must provide HQ AFSPC/LCMW a wing-approved PNAF contingency plan. This plan must be reviewed annually and cover any Wing-unique mission requirements. Vandenberg is exempt from this requirement.

12.2.3.8. (Added) If available and formally requested, provide DOE Courier personnel who remain overnight with a U-Drive Government Vehicle. If a U-Drive is not available, provide local transportation, as required, using base taxi service.

13.5.2.3. (Added) At least weekly, units will make DIAMONDS back-up tapes.

13.6.2.1. For part number changes in SWIM/DIAMONDS, use the part number change function in lieu of ship/receipt. Part number changes should be accomplished procedures to avoid document numbers being out of sequence. Forward a copy of any memorandum for record to HQ AFSPC/LCMW.

13.9.8.2. MASO will ensure users must be fully knowledgeable, task certified, and have completed a minimum of 3 months of automated accounting (SWIM-DIAMONDS) procedures. The 3-month time-

frame must include WSR processing, and if possible semi-annual inventory, management audit, stockpile emergency verification, and container asset reporting or in-depth training on these functions. Exceptions to this policy must be coordinated with HQ AFSPC/LCMW.

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****Terms***

Deficiency—defect in design, quality or procedure.

Discrepancy—component or equipment condition that requires maintenance, repair or replacement. The deficiency category will be determined using the criteria in T.O. 00-20-1. Red dashes and diagonals are considered minor, red X is major.

Major Error—deviation from technical requirements which does, or reasonably could (1) degrade system reliability, (2) cause injury to personnel, or (3) damage a component or equipment to where it could not be used for its intended purpose.

Minor Error—deviation from technical requirements that does not meet the criteria of a major error.

Personnel Evaluation (PE)—over-the-shoulder evaluation of maintenance actions being performed IAW technical directives.

Simulation —situation requires specific conditions be simulated because of equipment status or configuration, or any limiting factor that prevents demonstration of a portion of task. Trainer defects are not simulations. The evaluator must approve all simulations.

Supervisor Evaluation (SE)—evaluation of a supervisor to determine their knowledge or proficiency while performing supervisory inspections. There are two types of SE's: over-the-shoulder and after-the-fact.

Surveillance Inspection—inspection of maintenance or handling operation to determine the quality of maintenance performed. It is documented against the operation, not the technicians.

Technical Inspection (TI)—inspection to determine the condition of weapon systems, trainers, test and support equipment, records and ancillary areas.

Trainer Proficiency Evaluation (TPE)—over-the shoulder evaluation of trainer, performed while trainer is conducting weapons maintenance qualification/certification training. TPEs are used to verify technical accuracy and completeness of training.

THOMAS F. DEPPE, Brig Gen, USAF
Director, Logistics and Communications